

Sample Order Form



Sample Type (No charge Sample / Dealer Sample) _____

Account #/ Name _____ Date _____

Ship To _____ ATTN _____

_____ TAG _____

Qty	Product Code	Finish	Description	Amount
Note: _____				Total

Sample Program

Samples are gladly provided at no charge to authorized dealers, under the following conditions:

EMTEK

- ½ Door Lock Dummy (max 2)
- ½ Pair of Hinges (max 2)
- Cabinet Knob or Pull (max 3)
- Door Accessory (max 1)

Yale Expressions™

- Passage, privacy or dummy function sets (max 3)

Emtek applies a packaging, shipping and handling charge of \$2.50 per sample (\$2.50 for one sample, \$5.00 for two samples, \$7.50 for three samples, etc.)

Sample Order Exceptions

- Samples must be different product codes.
- Emtek samples do not include active door hardware sets, 8" or larger cabinet pulls, door pulls, appliance pulls, electronic locks, entry sets, bath hardware or door accessories over \$75 list.

Placing a Sample Order

- Email orders to samples@emtek.com or place by fax, phone, or mail.
- Write "NO CHARGE SAMPLE" on the order.
- Standard shipment upgrade charges will apply for expedited freight requests.
- Orders for sample products must be placed separately and not combined with other products.
- Emtek does not require samples to be returned.

No Restocking Fee Charged for Sample Orders with Exceptions

- Email orders to samples@emtek.com or place by fax, phone, or mail.
- Write "DEALER SAMPLE" on the order.
- Keep the samples you want and return the samples you don't.
- Contact Customer Service for Return Authorization in advance to ensure a restock fee is not applied to the return.
- Product must be returned in its original condition.
- Return freight charge of \$20USD in the United States or \$35USD in Canada or Mexico. This charge will be deducted from the credit issued for each call tag.
- No freight will be charged if the return is sent prepaid.

EMTEK Products
 Tel: 800-356-2741
 Fax: 800-577-5771
www.emtek.com

**Please Fax Order Form to (800) 577-5771
 or Email to Samples@emtek.com**